

DEPARTMENT OF BUDGET AND MANAGEMENT REGIONAL OFFICE IV-A  
INDICATIVE ANNUAL PROCUREMENT PLAN - NON CSE for FY 2020

P/A/P Code	Procurement/ Program/Project	PMO/IU/ END USER	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310200100001000	Procurement of Various Common-use Supplies	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	Year-round				2020 NEP	158,200	158,200		Supplies available at the Procurement Service
100000100001000 310200100001000	Procurement of Various Common-use Supplies	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9 and Shopping Sec. 52.1.b)	Year-round				2020 NEP	369,200	369,200		Supplies based on the approved APP-CSE but not available at the Procurement Service
100000100001000 310200100001000	Procurement of Various Other Supplies	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9 and Shopping Sec. 52.1.b)	Year-round				2020 NEP	15,600	15,600		Supplies for janitorial, electrical, plumbing, etc.
100000100001000 310200100001000	Purchase of Accountable Forms	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	January, May, September 2020				2020 NEP	6,000	6,000		Procurement of check booklet and other forms
100000100001000	Procurement of Supplies for Petroleum, Oil and Lubricants	RO	Public Bidding and Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2020 NEP	100,000	100,000		Procurement shall be done by Fleet Card System (done through public bidding by DBM-CO) and Negotiated Procurement for other supplies not covered by the Fleet Card System
100000100001000 310200100001000	Procurement of Semi-Expendable Office Equipment	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5, Small Value Procurement Sec. 53.9 and Shopping Sec. 52.1.b)	Year-round				2020 NEP	52,000	52,000		Purchase of bulletin/display board, motorized projector screen, electric fans, intercom and other office equipment for replacement
100000100001000	Procurement of Semi-Expendable ICT Equipment	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5, Small Value Procurement Sec. 53.9 and Shopping Sec. 52.1.b)	Year-round				2020 NEP	52,000	52,000		Purchase of monitors, UPS, external hard drives, IT equipment parts, etc.
100000100001000	Procurement of Semi-Expendable Furniture/ Fixtures	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5, Small Value Procurement Sec. 53.9 and Shopping Sec. 52.1.b)	Year-round				2020 NEP	52,000	52,000		Purchase of window blinds, cabinets, etc.
100000100001000	Water Supply	RO	Direct Contracting	January 2020				2020 NEP	60,000	60,000		Supply and delivery of water service
	Procurement of Drinking Water	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	June 2020				2020 NEP	15,000	15,000		Provision of purified drinking water (40 gallons per month)
100000100001000	Postage and Courier Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2020 NEP	20,000	20,000		Postage and mailing requirements of DBM RO IV-A.
100000100001000	Communication Services - Mobile	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2020				2020 NEP	72,000	72,000		Provision of cellular lines for the Director, Asst. Director and 3 Division Chiefs.
100000100001000	Communication Services - Landline	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2020				2020 NEP	96,000	96,000		DBM RO IV-A telephone requirements.
100000100001000	Internet Expenses	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2020				2020 NEP	180,000	180,000		Annual subscription of internet services.

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100000100001000	Janitorial Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	October 2019				2020 NEP	510,000	510,000		Provision of 2 janitorial attendants
100000100001000	Security Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	October 2019				2020 NEP	696,000	696,000		Provision of 2 Security Guards.
100000100001000	Pest Control Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	November 2019				2020 NEP	22,000	22,000		Spraying/defogging of office premises every quarter
100000100001000	Repairs and Maintenance of Office Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2020 NEP	78,000	78,000		Repair and maintenance of DBM RO IV-A office equipment.
100000100001000	Repairs and Maintenance of ICT Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2020 NEP	20,000	20,000		Repair and preventive maintenance of ICT equipment.
100000100001000	Repair and Maintenance of Transportation Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2020 NEP	103,000	103,000		Repairs and maintenance of DBM RO IV-A 2 motor vehicles.
100000100001000	Insurance of Building (Contents Only)	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	March 2020				2020 NEP	40,000	40,000		Insurance coverage of DBM RO IV-A properties including office equipment furnitures and fixtures.
	Insurance of Transportation Equipment	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	August and October 2020				2020 NEP	23,000	23,000		Insurance coverage of 2 motor vehicles.
	Floater Insurance	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	December 2019				2020 NEP	7,000	7,000		Insurance coverage for laptops
100000100001000	Lease/Rental of Venue for the Conduct of Regional Budget Fora, Training/ Capacity Building, GAD activities	RO	Negotiated Procurement (Lease of Real Property Sec. 53.10 and Small Value Procurement Sec. 53.9)	Year-round				2020 NEP	200,000	200,000		Lease of venue/accomodation for the conduct of various trainings. Year-end assessment
	Year-End Assessment	RO		December 2020				2020 NEP	50,000	50,000		
100000100001000	Provision for Meals and Catering Services for Official meetings/activities hosted/conducted by the office	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2020 NEP	200,000	200,000		Provision for meals and catering services during official meetings and other activities conducted by DBM RO IV-A, year-end assessment/activity
	Year-End Assessment	RO		December 2020				2020 NEP	50,000	50,000		
100000100001000	Rental of Photocopying Machine	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	November 2019				2020 NEP	53,000	53,000		Rental of 1 unit photocopying machine.
100000100001000	Newspaper Subscription	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	December 2019				2020 NEP	10,000	10,000		Subscription of 2 newspapers daily (except holidays & weekends).

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100000100001000	Cable Connection	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2020				2020 NEP	11,000	11,000		Annual subscription of cable television.
100000100001000	Other MOOE	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2020 NEP	494,600	494,600		Provision of meals during special activities like DBM Anniversary and Christmas Party and all other expenses that could not be categorized in the specific MOOE items
GRAND TOTAL									3,815,600	3,815,600	-	

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